



Civil Rights

What is the policy of the Department of Human Services (DHS)?

DHS makes available all services and assistance without regard to race, color, religion, national origin, age, sex, disability or status with respect to marriage or public assistance. Persons who contract with or receive funds to provide services for DHS must follow these laws.

The policies of DHS also require that:

- You be given the chance to apply for assistance and/or services
- The same eligibility standards applied to you as others in similar situations

In accordance with Federal law and U.S. Department of Agriculture (USDA) and U.S. Department of Health and Human Services (HHS) policy, ND DHS is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Under the Food Stamp Act and USDA policy, discrimination is prohibited also on the basis of religion or political beliefs.

What do I do if I have been discriminated against?

You may file a written complaint if you believe you have been discriminated against because of race, color, religion, national origin, age, sex, disability or status with respect to marriage or public assistance, in accordance with Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, the Age Discrimination Act, the Americans with Disabilities Act, and the North Dakota Human Rights Act.

Where do I file a complaint?

Written complaints can be filed with your local county social service office or any of the following:

Theresa Snyder, Program Civil Rights Officer
North Dakota Department of Human Services
600 East Boulevard Ave
Bismarck, ND 58505-0250
701-328-1816 or 1-800-755-2671
TTY 1-800-328-3480

*Health and Human Services, Director
Office for Civil Rights, Room 506-F
200 Independence Avenue, S.W.
Washington, D.C. 20201
202-619-0403
TDD 202-619-3257

*US Department of Health & Human Services
Office for Civil Rights, Region VIII
Federal Office Building
1961 Stout Street
Denver, CO 80294
1-303-844-2028
TTY 303-844-3439

*US Department of Agriculture, Director
Office of Civil Rights
Room 326-W, Whitten Building
1400 Independence Avenue, SW
Washington, D.C. 20201
202-720-3808

*State and local agencies are required to comply with the ND Human Rights Laws. But federal agencies are not required to investigate complaints related to “status with respect to marriage or public assistance,” the ND Human Rights Laws.

When should I file a complaint?

The complaint must be filed within 180 days of the incident. Include in your complaint the nature of the discrimination; where and when it took place; who discriminated against you; all other facts that are important to know; and sign your name.

What happens when I file a complaint with the ND DHS Program Civil Rights Office?

The Program Civil Rights Office will determine if the nature of the complaint is within its jurisdiction. If it is, an investigation will be conducted and you will know the outcome of the complaint within 60 working days of when it was filed. If you file your complaint with another agency, they will notify you accordingly.

CIVIL RIGHTS COMPLAINT FORM

1. Individual or organization against whom the complaint is made:		
2. On what basis were you discriminated against? (Check appropriate boxes) <input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> Religion <input type="checkbox"/> Age <input type="checkbox"/> Gender <input type="checkbox"/> Disability <input type="checkbox"/> National Origin <input type="checkbox"/> Status with Respect to Marriage or Public Assistance		
3. Reason for complaint: (Describe in detail when, where, and how the alleged discrimination occurred.) <i>Attach additional sheets, if needed.</i>		
Signature:	Date:	
Name (print):		
Address:		
City:	State:	Zip Code:
Telephone Number:		

Send to Theresa Snyder, Program Civil Rights Officer, 600 East Boulevard Avenue
Department 325 Bismarck ND 58505

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